

Staff Report

Presented By: Morgan McCulloch, Deputy Clerk
Meeting Date: November 10, 2025
Subject: Heritage Property Demolition Request for 18 Huron Street North
Attachment(s): Correspondence from Property Owner
By-law 98-20 – Designating By-law
Pictures of proposed Fence

Recommendation

That Council refer the Heritage Property Demolition Request for 18 Huron Street North to the Municipal Heritage Advisory Committee.

Report Summary

In September the Town received correspondence from the property owner of 18 Huron Street North, known as the Captain Spence House, regarding a potential demolition of the garage and work shed on the property. The intent of the property owner is to rebuild as close to the original structures as possible. This is a Heritage Property with the heritage designating by-law including the “premises” located on the property. In accordance with the Ontario Heritage Act (OHA), Council is to seek the advice of the Municipal Heritage Advisory Committee on such requests.

Background/Analysis

The property owner is looking to select a contractor to demolish, if permitted by Council, and rebuild the garage and work shed located at 18 Huron Street North in Southampton. The intent is to rebuild the garage and work shed with the same heritage structure as the original building. There have been no demolition permit requests to date.

The Notice attached to the Designating By-law does not reference the garage and shed, and it is the understanding of the property owner that these buildings were built in the 1940's. The designating by-law description of “premises” is not well defined and must therefore be considered as part of the designation. The property owner has had contractors view the property and have indicated that it cannot be repaired but must be replaced due to rotting wood, rodent damage and the building is sinking.

In compliance with the OHA [Section 34](#), demolition or removal of designated structures requires the permission of Council following Council seeking the advice of the Municipal Heritage

Advisory Committee. Council has the right to request additional information or materials on this matter before rendering their decision.

The property owner wishes to complete the work in the Spring of 2026, therefore, he has requested Council and the Municipal Heritage Committee decision prior to the start of 2026 to allow for the selection process of a contractor to take place.

It is recommended that Council refer this matter to the Municipal Heritage Advisory Committee for discussion at the Committee's November 19, 2025, meeting. Provided the Committee can approve a Motion at that meeting with a recommendation to Council, the matter would return at the December 8, 2025, Council Meeting for a decision. Under the OHA, the following regulations apply to the decisions of Council on a matter such as this:

34 (4.2) The council, after consultation with its municipal heritage committee, if one is established, and within the time period determined under subsection (4.3),

- (a) shall,
 - i. consent to the application,
 - ii. consent to the application, subject to such terms and conditions as may be specified by the council, or
 - iii. refuse the application.

Following Council's decision, notice shall be provided to the homeowner and the public in accordance with the OHA. Council has indicated that they wish to provide direction on the efforts of the Municipal Heritage Advisory Committee concerning designations until a policy is in place.

Additionally, the property owner would like to make Council and the Municipal Heritage Committee aware of a fence he intends to install around the perimeter of the property. It will be a short-wrought iron fence that indicates to the public that it is private property. The design of the fence will fit with the heritage aspects of the home. This does not require Council approval but is provided for awareness.

Linkages

- Strategic Plan Alignment: Pillar 4: Fostering a Vibrant Place to Live and Visit
- Business Plan Alignment: Corporate Services Business as Usual

Financial Impacts/Source of Funding

No costs or revenue is associated with this report.

Prepared By: Morgan McCulloch, Deputy Clerk

Reviewed By: Jim Bundschuh, Director, Corporate Services

Approved By: Kara Van Myall, Chief Administrative Officer